

CITY OF MUSKEGON  
**HISTORIC DISTRICT COMMISSION**  
**MINUTES**

**February 5, 2019**

Chairperson J. Hilt called the meeting to order at 4:00 p.m. and roll was taken.

MEMBERS PRESENT: J. Hilt, S. Radtke, L. Wood, D. Warren, A. Riegler, K. Panozzo

MEMBERS ABSENT: None

STAFF PRESENT: J. Pesch, D. Renkenberger

OTHERS PRESENT: G. Sherman, Hansen's Windows

**APPROVAL OF MINUTES**

A motion to approve the regular meeting minutes of December 4, 2018 was made by J. Hilt, supported by K. Panozzo and unanimously approved.

**NEW BUSINESS**

Case 2019-01 – 283 Houston Avenue. Window Replacement. Applicant: Debra Tober. District: Houston. Current Function: Residential. J. Pesch presented the staff report. The applicant is seeking approval to replace fourteen (14) windows on the structure with new, vinyl windows. The existing windows have wood frames, and some are broken or no longer operable. All proposed new windows will match the placement and size of the existing windows, and those proposed for the front of the house will also match the mullion style of the existing windows.

A. Riegler stated that it would be difficult to replicate what was currently there, using vinyl windows. She asked which windows were being replaced. G. Sherman stated that all windows were being replaced, with the exception of the ones on the front porch. S. Radtke asked what color the windows would be. G. Sherman stated that the current windows were mismatched; the new ones would be white. A. Riegler asked if the window grids would match. G. Sherman stated that they would be close; there would be two vertical and two horizontal grids. S. Radtke stated that he wouldn't have a problem approving the side and rear window replacement but he preferred that the front windows be repaired; board members concurred and discussed a motion.

A motion that the HDC approve the request to replace the current windows with new vinyl windows containing the 2V2H mullion style, with the exception of all windows on the front façade (all porch windows, the single window on the left side of the porch, and the tripartite windows on the right side of the porch), with the condition that the necessary permits are obtained, and that the windows on the front façade may not be replaced, but may be repaired with staff approval, was made by A. Riegler, supported by D. Warren and unanimously approved, with J. Hilt, S. Radtke, L. Wood, D. Warren, A. Riegler, and K. Panozzo voting aye.

**OTHER**

**HDC Local Standards Review** – J. Pesch distributed the updated standards for “Residing & Trim Cladding” and “Roofing” that were reviewed at the December meeting. Staff and board members then discussed the standards for “New Construction, Porches and Decks” and suggested possible changes that should be incorporated. Board members concurred that it was important to consider massing, so that homes near each other were of a similar size. D. Warren stated that accessibility also needed to be considered. J. Pesch and A. Riegler stated that they would do some research into federal accessibility standards.

**March 2019 HDC Training Opportunities** – J. Pesch informed board members that The National Alliance of Preservation Commissions would be offering free, all-day commission training on Friday, March 15<sup>th</sup> in Ypsilanti, and also on Saturday, March 23<sup>rd</sup> in Kalamazoo. The same topics will be covered on both dates. He stated that free training opportunities were not available very often, and urged members to attend if possible.

There being no further business, the meeting was adjourned at 5:10 p.m.